

# INFORMATION FOR PARENTS



## IF YOUR FAMILY LIVES IN ANY OF THE FOLLOWING SITUATIONS:

In a shelter



In a motel or campground due to the lack of an alternative adequate accommodation



In a car, park, abandoned building, or bus or train station



Doubled up with other people due to loss of housing or economic hardship

*Your school-age children may qualify for certain rights and protections under the federal McKinney-Vento Act.*

### Your eligible children have the right to:

- Receive a free, appropriate public education.
- Enroll in school immediately, even if lacking documents normally required for enrollment.
- Enroll in school and attend classes while the school gathers needed documents.
- Enroll in the local school; or continue attending their school of origin (the school they attended when permanently housed or the school in which they were last enrolled), if that is your preference.
  - \* If the school district believes that the school you select is not in the best interest of your children, then the district must provide you with a written explanation of its position and inform you of your right to appeal its decision.
- Receive transportation to and from the school of origin, if you request this.
- Receive educational services comparable to those provided to other students, according to your children's needs.

*If you believe your children may be eligible, contact the local liaison to find out what services and supports may be available. There also may be supports available for your preschool-age children.*



Local Liaison

Joe Van Tuyl, SPS Supt.  
(918) 968-2541

State Coordinator

If you need further assistance with your children's educational needs,  
contact the National Center for Homeless Education:

1-800-308-2145 \* [homeless@serve.org](mailto:homeless@serve.org) \* <http://nche.ed.gov>

# INFORMATION FOR SCHOOL-AGE YOUTH



## IF YOU LIVE IN ANY OF THE FOLLOWING SITUATIONS:

In a shelter



In a motel or campground due to the lack of an alternative adequate accommodation



In a car, park, abandoned building, or bus or train station



Doubled up with other people due to loss of housing or economic hardship

*You may qualify for certain rights and protections under the federal McKinney-Vento Act.*

### Eligible students have the right to:

- Receive a free, appropriate public education.
- Enroll in school immediately, even if lacking documents normally required for enrollment.
- Enroll in school and attend classes while the school gathers needed documents.
- Enroll in the local school; or continue attending their school of origin (the school they attended when permanently housed or the school in which they were last enrolled), if that is their preference.
  - \* If the school district believes that the school selected is not in his/her best interest, then the district must provide the student with a written explanation of its position and inform the student of his/her right to appeal its decision.
- Receive transportation to and from the school of origin, if requested.
- Receive educational services comparable to those provided to other students, according to the students' needs.

*If you believe you may be eligible, contact the local liaison to find out what services and supports may be available.*



Local Liaison

Joe Van Tuyl, SPS Supt.  
(918) 968-2541

State Coordinator

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## **Homeless Liaison Duties**

The McKinney-Vento Act specifies the duties of liaisons, as follows: identify homeless children and youth; ensure that children and youth experiencing homelessness enroll in, and have a full and fair opportunity to succeed in, school; ensure that families, children and youth receive educational services for which they are eligible, including Head Start, Even Start and other appropriate services; inform parents and guardians of the educational and related opportunities available to their children and provide them with meaningful opportunities to participate in that education; disseminate public notice of educational rights; ensure that enrollment disputes are mediated; inform families and youth about transportation services and assist them in accessing transportation.

# Stroud Public Schools

Home of the Tigers

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## Homeless Complaint Resolution Procedures MCKINNEY-VENTO EDUCATION OF THE HOMELESS

### DISPUTE/COMPLAINT RESOLUTION

Federal regulations require that Stroud Public Schools adopts procedures for receiving and resolving disputes pertaining to the transition of children and youth experiencing homelessness as identified under the McKinney-Vento Act.

If a dispute arises regarding the education of a homeless child or youth, the child/youth must be immediately enrolled in the school in which he/she is seeking enrollment, pending resolution of the dispute. Enrollment is defined as “attending classes and participating fully in school activities.”

#### District Level

The following steps will be taken to resolve the dispute/complaint:

- The complainant will request a copy of or access to the district board of education policies addressing the education of homeless children and youths.
- The complainant will make an appointment with the district homeless liaison to discuss a resolution to the dispute.
- If the dispute is not resolved after the initial discussion with the district homeless liaison, the complainant may file a complaint in writing to the district’s homeless liaison for further review;
- In the complaint, include a request that a written proposed resolution of the dispute or a plan of action be provided within five (5) business days of the date the written complaint was received by the district’s homeless liaison.  
A review of the proposal or plan of action with the homeless liaison will follow. The parties may mutually agree on an extension; however every effort will be made to resolve the complaint in the shortest possible time;
- If the dispute is not resolved at the district homeless liaison level, the complaint may be forwarded to the superintendent of the district for review followed by a meeting with the superintendent to discuss the dispute. The complainant will request from the superintendent a written resolution within five (5) business days of the date of the discussion. The parties may mutually agree on an extension; however, every effort will be made to resolve the complaint as expeditiously as possible;
- If the dispute is not resolved at the district superintendent level, the complainant may take the matter before the school district board of education for resolution.

## **State Level**

If the dispute is not resolved in a satisfactory manner at the school district level, the complaint may be brought to the Oklahoma State Department of Education (ODE). Complaints made under this process must be made in writing and signed by the complainant.

The following steps are to be taken:

- Address the complaint to the State Homeless Coordinator, Oklahoma State Department of Education, 2500 North Lincoln Boulevard, Oklahoma City, Oklahoma 73105.
- Include in the complaint:

**(A)** A detailed description of the dispute

**(B)** The name(s) and age(s) of the children involved

**(C)** The name(s) of involved school district personnel and the district(s) they represent

**(D)** A description of attempts that were made to resolve the issue at the school district level.

The OSDE has established guidelines for dispute resolution. A copy of these guidelines is available upon request.